



KENTUCKY TRANSPORTATION CABINET
Department of Rural and Municipal Aid
Office of Local Programs
Scenic Byways and Highways Program

TC 20-26E
03/2007
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SCENIC BYWAYS AND HIGHWAYS APPLICATION INSTRUCTIONS

Office of Special Programs Requirements

Before beginning the full application, please thoroughly review the State of Kentucky Scenic Highways and Byways guidelines as found in the Special Programs Guidelines book and on the Office of Special Programs (OSP) website (www.tea21.ky.gov).

- Please follow the instructions exactly. It is required that all applications be TYPED.
- **Submit six (6) copies of the completed application and one (1) copy of the color photographs and video (if applicable).** All six (6) copies should be identical. The sponsor should keep the original and at least one copy for its use. The Sponsor and proposed Byway or Highway Title should be clearly identified on the front of the application packet.
- Please do not submit three-ring binders.
- Applications for all projects should be submitted to:

**Kentucky Transportation Cabinet
Office of Local Programs
Scenic Byways and Highways Program
200 Mero Street, 6th Floor
Frankfort, KY 40622**

Review Process

The Office of Local Programs (OLP) will review each application for completion of the submission requirements. Applications will be routed to the appropriate District Executive Director, the Central Office Division of Planning, and the Kentucky Heritage Council for review and comment. Applications will then be presented to the Scenic Byways Advisory Committee (SBAC) for review. After a site visit and evaluation form is completed, the SBAC will make a recommendation for approval or denial to the Transportation-Tourism Interagency Committee (TTIC), which is required by law to review each application. TTIC will then make a recommendation to the Secretary of Transportation. The Secretary of Transportation makes the final decision regarding approval or denial. The **minimum** turn-around time for an application to be reviewed by the Kentucky Transportation Cabinet is approximately four months.



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SCENIC BYWAYS AND HIGHWAYS APPLICATION

Please provide all of the following information:

1. SCENIC BYWAY OR HIGHWAY INFORMATION

Scenic Byway or Highway Title _____

Specific Location of Byway or Highway _____

Area Development District _____ Highway District _____

Road Maintenance ☐ County or City Maintained ☐ State Maintained ☐ Both County and State Maintained
(Please explain) _____

County(ies) ☐ Road is entirely within one county (Please specify) _____

☐ Road has sites in more than one county (Please list) _____

☐ Road is statewide or multiregional in scope (Please explain) _____

2. APPLICANT INFORMATION

Sponsor _____

Address _____

City _____ State _____ Zip _____

Telephone _____ E-mail Address _____

Contact Person & Title (if different) _____

Affiliation/Agency Name _____

Address _____

City _____ State _____ Zip _____

Telephone _____ E-mail Address _____

3. SCENIC BYWAY OR HIGHWAY COMPONENTS (Please check all that apply)

☐ Scenic

☐ Natural

☐ Cultural

☐ Historical

☐ Archaeological

☐ Recreational



REQUIRED ATTACHMENTS

Attachment A. Narrative Description

- A narrative description of the proposed route including the specific location, the physical characteristics, scenic, and natural components of the proposed route.
 - Location should include the location within the state, the county and/or city, the road name and/or number, beginning and ending termini, and length.
 - Physical characteristics of the road should include pavement type for the roadway and shoulders, and road and shoulder widths.
 - The description should detail the pre-eminent scenic, natural, cultural, historical, archaeological, and/or recreational components of the landscape along the route.
 - Descriptions of the natural components of the road should include type of view (i.e., panoramic, valley, enclosed, enframed, etc.), natural formations (i.e., cliffs, ridges, mountains, etc.), vegetation (i.e., wildflowers, forests, pastures, etc.), and other components that add to the scenic enhancement of the view.

Attachment B. Map

- A map (or maps) should be submitted identifying the location of the proposed route and the scenic roadsides of viewsheds along the route.
 - The pre-eminent scenic, natural, cultural, historical, archaeological, and/or recreational features that were listed in the narrative description of the route should be clearly located on the map(s).
 - All maps are to be general highway maps or topographic (contour) maps which show the surrounding roads and area.
 - The map(s) should also show adjacent development in the area.

Attachment C. Visual Submission

- Submit 4" x 6" color photographs that tell the story and accurately portray the aesthetics of the byway or highway.
- A video may also be submitted. It must be in VHS or DVD format, of professional quality, be no more than 30 minutes in length and show views from the route that are significant.
 - Photographs are to be mounted/formatted on an 8.5" x 11" size sheet of paper with a description of the view being shown and a location key to reference the location to the map(s) of the route. No more than 2 photographs per sheet of paper.
 - All major components of the route should be covered by the photographs or video.



Attachment D. Agreement from Maintenance Organization

- Evidence of support from the organization responsible for the maintenance of the route should be submitted stating that the organization or agency agrees to the designation of the route as a scenic highway or byway. This evidence of support can be in the form of a letter. If the scenic route consists of road segments maintained by more than one organization, a letter of support regarding scenic designation should be included from each organization.

Attachment E. Evidence of Local Support

- Evidence of significant local support is to be submitted.
 - Local support organizations should include local governments, landowners, and constituent groups.
 - Evidence of support (which indicate concern and support for scenic designation) can include letters from local agencies, community groups, city or county government officials, and/or residents along the route, etc., which indicate concern and support for scenic designation.

Attachment F. Evidence of Scenic Quality Preservation

- Designation of a road as Scenic does not alter any existing land use restrictions or regulations, the preservation of scenic qualities are a local responsibility.
 - If possible, documents should be included which detail both short and long term plans for preservation.
 - These documents should list present types of preservation (e.g., zoning, right-of-way, acquisition of viewshed areas, etc.) and proposed preservation devices.

Attachment G. Optional Information

- Optional information may include brochures, magazine articles, or newspaper articles featuring the scenic, cultural, historical, natural, archaeological, and/or recreational elements along the route or the route itself. Documentation about historical events, local legends or folktales, festivals, or celebrations in the area of the route can also be included.



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SCENIC BYWAYS AND HIGHWAYS PROGRAM
APPLICATION CHECKLIST

The following items must be submitted in order to be considered for funding:

- ☐ Application with answers to questions 1-3
- ☐ Attachment A: Narrative Description
- ☐ Attachment B: Map
- ☐ Attachment C: Visual Submission
- ☐ Attachment D: Agreement from Maintenance Organization
- ☐ Attachment E: Evidence of Local Support
- ☐ Attachment F: Evidence of Scenic Quality Preservation
- ☐ Attachment G: Optional Information

The information in the application is true to the best of my knowledge. I understand that as the applicant/sponsor, if this route is designated, I will be the byway/highway leader. As such, I will work with local officials, local agencies, and the Kentucky Transportation Cabinet as an advocate for this byway/highway to ensure the integrity of the byway/highway is preserved to the greatest extent possible.

Project Sponsor's Signature

Project Sponsor's Name and Title

Date